John Jarrold Trust Limited Annual report and financial statements For the year ended 5 April 2012

Company Registration Number 00841127

Charity Number 242029

A39

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Financial statements

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Trustees' annual report

The trustees present their report and audited financial statements for the year ended 5 April 2012

Registered charity name

John Jarrold Trust Limited

Charity number

242029

Company registration number

00841127

Whitefriars Norwich Norfolk NR3 1SH

Trustees

A C Jarrold (Chairman)

R E Jarrold
P J Jarrold
Mrs D J Jarrold
Mrs J Jarrold
Mrs W A L Jarrold
Ms L C Jarrold
C J Jarrold

Secretary

Ms L C Jarrold

Auditor

Lovewell Blake LLP Chartered Accountants & Statutory Auditor Bankside 300 Peachman Way

Broadland Business Park

Norwich NR7 0LB

Bankers

Barclays Bank Plc 5-7 Red Lion Street

Norwich Norfolk NR1 3QH

Trustees' annual report (continued)

Year ended 5 April 2012

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 15 March 1965 and registered as a charity on 10 May 1965. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and it is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £5.

Recruitment and appointment of Trustees

The trustees are also directors of the company for the purposes of company law and under the company's Articles are known as members of the Council Under the requirements of the Memorandum and Articles of Association one third of the trustees are required to retire from office each year and are eligible for re-election at the next Annual General Meeting

Mr P J Jarrold and Mrs W A L Jarrold retire by rotation and, being eligible, offer themselves for re-election

In looking for new trustees of the Board the trustees will bear in mind the experience and qualification of possible candidates. The successful candidates are elected by a meeting of the existing trustees.

Trustee induction and training

New trustees will be provided with copies of

- The Memorandum and Articles of Association
- . The latest accounts of the charity

and are encouraged to read Charity Commission guidance notes CC3 - "Responsibilities of Charity Trustees"

In addition trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities

Risk management

The trustees consider that there are no major strategic or business risks which would effect the ongoing operation of the charity

Organisational structure

The company is governed by the trustees, who meet twice a year to consider the applications received for funding and to authorise payment of the grants approved. Grants up to £250 can be approved by the Chairman and Secretary between meetings and these are then ratified at the next trustees' meeting.

Related parties

The company receives investment income from Jarrold & Sons Limited, a company in which the trustees have a beneficial interest

Objectives and activities

The object for which the trust is established is the promotion, support and advancement of charitable purposes of all kinds and in particular of education and research in all or any of the natural sciences

Trustees' annual report (continued)

Year ended 5 April 2012

Public benefit

The trustees are aware of the Charity Commission guidance on public benefit and confirm that in planning and carrying out the activities of the charity they have had regard to this guidance

In considering each application for donations the trustees assess whether the aims of the organisation or individual to be supported provide a true public benefit. By assessing each application within the trustees established categories for donations it is considered that it can be established in a straightforward manner whether the public benefit criteria are met. Applications which do not meet the criteria in the judgement of the Secretary are not put forward for consideration.

Achievements and performance

An increase in dividends received during the year has increased the ability of the trust to support activities and has therefore seen an increase in grants paid

During the year, the Trust reached an agreement with Jarrold & Sons Ltd to rent a floor in 3 St James Court to use in pursuit of charitable purposes. Events included art projects and exhibitions. A group of artists from St Etheldreda's Artist Studios were invited to use the space whilst St Etheldreda's church was restored. Revenues received from donations relating to the sale of artworks will be used to further the Trust's work in supporting the visual arts.

The Trust also took on the administration of the Jarrold Staff Charity Challenge, which supports the work of Jarrold staff in raising funds for specific causes. These monies are held in a restricted fund.

Financial review

Income totalled £99,283 and after making donations totalling £144,881 and incurring administration costs and other costs of £1,697, the net outgoing resources for the year amounted to £47,295, as shown on page 6. The investments were revalued during the year resulting in an unrealised gain of £1,040,296. Total funds carried forward amounted to £2,474,982. The trustees consider the year end financial position to be satisfactory.

Investment policy

All investments, which are held in accordance with the powers available to the trustees, are held in the ordinary or preference shares of Jarrold & Sons Ltd

Reserves policy

The charity is totally reliant on investment income to fund its charitable activities. It is the policy of the charity that, excluding funds invested, funds should be maintained at a level that enables it to meet future commitments until further dividend income is received. Free reserves at the year end amounted to £13,186 after providing for all grants committed by the year end

Plans for future periods

The company's future activities will continue to be on a similar basis supporting a spread of activities across the different sectors, with special emphasis on support to Norwich and Norfolk charities and voluntary groups

Trustees

The trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1

Trustees' annual report (continued)

Year ended 5 April 2012

Statement of trustees' responsibilities

The trustees (who are also directors of John Jarrold Trust Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the period in preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware

- · there is no relevant audit information of which the charitable company's auditor is unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

Auditor

The auditor, Lovewell Blake, is willing to continue in office and a resolution to reappoint them will be proposed at the annual general meeting

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

Signed on behalf of the trustees

Carolie Sand of 29 some 2012

Ms L C Jarrold Secretary

Independent auditor's report to the members of John Jarrold Trust Limited

Year ended 5 April 2012

We have audited the financial statements of John Jarrold Trust Limited for the year ended 5 April 2012 on pages 6 to 15. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities)

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 4, the trustees (who are also directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the APB's website at www frc org uk/apb/scope/private cfm

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charity's affairs as at 5 April 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- · certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Trustees' Report

Bankside 300 Peachman Way Broadland Business Park Norwich

Mark Proctor ACA DChA (Senior Statutory Auditor)
For and on behalf of LOVEWELL BLAKE LLP, Statutory Auditor

Statement of financial activities (incorporating the income and expenditure account)

Incoming resources Incoming resources from	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
generating funds					
Voluntary income	2	4,715	5,255	9,970	1,150
Investment income	3	8 <u>9,313</u>		89,313	5 <u>5,766</u>
Total incoming resources		94,028	5,255	99,283	56,916
Resources expended Charitable activities	4	(142,928)	(3,650)	(146,578)	(39,970)
Total resources expended		(142,928)	(3,650)	(146,578)	(39,970)
Net (outgoing)/incoming resources for the year		(48,900)	1,605	(47,295)	16,946
Unrealised gains on revalua investments	tion of	1,040,296		1,040,296	
Net movement in funds/ne income for the year Reconciliation of funds	t	991,396	1,605	993,001	16,946
Total funds brought forward		1,481,981	_	1,481,981	1,465,035
Total funds carried forwar	d	2,473,377	1,605	2,474,982	1,481,981

Balance sheet

5 April 2012

		2012	?	2011	
	Note	£	£	£	£
Fixed assets Investments	7		2,457,116		1,416,820
Current assets Debtors Cash at bank	8	1,640 21,576		72,611	
		23,216		72,611	
Creditors: Amounts falling due within one year	9	(5,350)		<u>(7,450)</u>	
Net current assets			17,866		65,161
Total assets less current liabilities			2,474,982		1,481,981
Funds					
Restricted income funds	11		1,605		_
Unrestricted income funds	12		2,473,377		1,481,981
Total funds			2,474,982		1,481,981

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

These financial statements were approved by the trustees on the 27 June 2012 and are signed on their behalf by

A C Jarrold Director

PLÉ Jarrold Director

Company Registration Number 00841127

Notes to the financial statements

Year ended 5 April 2012

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets, and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

(b) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes

Restricted funds are subjected to restrictions on their expenditure imposed by the donor

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Investment income is included when receivable

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grants payable are payments made to third parties in the furtherance of the charitable activities of the Trust. The grants are accounted for where either the trustees have agreed to pay the grant without condition, and the recipient has a reasonable expectation that they will receive a grant, or any condition attaching to the grant is outside the control of the Trust.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource

(e) Fixed assets

The value of investments held as fixed assets is reviewed annually by the trustees

2 Voluntary income

	Unrestricted Funds	Restricted Funds	Total Funds 2012	Total Funds 2011
	3	£	3	£
Donations	4,715	5,255	9,970	1 <u>,150</u>

Notes to the financial statements

Year ended 5 April 2012

2. Voluntary income (continued)

Donations were made to unrestricted funds from the sponsorship of art exhibitions and donations made in respect of works sold. The donations to restricted funds relate to Jarrold staff fundraising efforts and will only be applied to the charities selected by Jarrold staff and approved by the Trustees.

3 Investment income

	Unrestricted	Total Funds	Total Funds
	Funds	2012	2011
Equity holding	89,287	£ 89,287	£ 55,727
Bank interest receivable	<u>26</u>	26	<u>39</u>
	89,313	89,313	55,766

4. Costs of charitable activities by activity type

	Activities undertaken G	rant funding	Support	Total Funds	Total Funds
	directly	activities	costs	2012	2011
	3	£	3	£	£
Grants (note 15)	-	144,881	_	144,881	39,955
Sundry expenses	-	_	57	57	15
Art show costs	1,640	_	_	1,640	_
	1,640	144,881	57	146,578	39,970

5. Staff costs and emoluments

No salaries or wages have been paid to employees, including the trustees, during the year

No payments by way of expenses have been made to any trustee

6. Taxation

The charitable company is exempt from corporation tax on its charitable activities

7 Investments

Movement in market value

	2012	2011
	£	£
Market value at 6 April 2011	1,416,820	1,416,820
Net gains/(losses)	1,040,296	<u> </u>
Market value at 5 April 2012	2,457,116	1,416,820
Historical cost at 5 April 2012	64,460	64,460

2011

Investments in individual entities held at 5 April 2012 which are over 5% of portfolio by value are

Jarrold & Sons Limited

671,210 £1 Ordinary Shares - £2,349,235 (2011 - £1,342,420)

Notes to the financial statements

Year ended 5 April 2012

7. Investments (continued)

The company's interests in the share capital of Jarrold & Sons Limited comprises 13 4% of the ordinary share capital and 10 6% of the preference share capital (2011 14 2% and 10 6% respectively)

The value of the shares in Jarrold & Sons Limited is reviewed annually by the trustees and have been revalued during the year to reflect the current market value

8 Debtors

	Other debtors	2012 £ 1,640	2011 £
9.	Creditors: Amounts falling due within on	e year	
		2012 £	2011 \$
	Grants payable	3,450	7,450
	Other creditors	1,900	· -
		5,350	7,450

10. Future commitments

Donations totalling £7,070 had been approved and committed by the trustees at the year end £3,450 of this has been included as a liability at the year end as it is unconditional. The other £3,620 has not been included in liabilities as it is conditional upon certain future events.

11 Restricted income funds

	incoming resources	Outgoing resources	Balance at 5 Apr 2012	
	£	3	£	
Jarrold Staff Charity Challenge	5,255	(3,650)	1,605	

The Jarrold Staff Charity Challenge represents funds where staff of the Jarrold Retail division nominate charities to be supported and organise fundraising activities to reach their desired target

12. Unrestricted income funds

	Balance at 6 Apr 2011 £	Incoming resources £	Outgoing resources £	Gains and losses £	Balance at 5 Apr 2012 £
Revaluation fund	1,352,360	_	_	1,040,296	2,392,656
3 St James Court	_	4,715	(1,640)	_	3,075
General Funds	129,621	89,313	(141,288)		77,646
	1,481,981	94,028	(142,928)	1,040,296	2,473,377

The 3 St James Court designated fund represents the activities taken place on the second floor of 3 St James Court These include art projects and exhibitions

Notes to the financial statements

Year ended 5 April 2012

13. Analysis of net assets between funds

	Net current		
	Investments £	assets £	Total £
Restricted Income Funds: Jarrold Staff Charity Challenge Unrestricted Income Funds:	-	1,605	1,605
Designated Funds General Funds	2,457,116 -	3,075 13,186	2,460,191 13,186
	2,457,116	16,261	2,473,377
Total Funds	2,457,116	17,866	2,474,982

14. Related party transactions

During the year the charity received investment income of £89,287 from Jarrold and Sons Limited, a company in which the trustees have a beneficial interest. Jarrold and Sons Limited also paid £1,475 on behalf of the charity in respect of audit fees and provides management and secretarial support and office accommodation. Jarrold & Sons covered the costs of an exhibition held at 3 St James Court and in exchange the Trust paid a small rent charge to cover the lease on the second floor where the exhibition was held.

Notes to the financial statements

15.	Grants		
		2012	
		£	£
	Education	22.222	
	UEA Jubilee Appeal	30,000	
	Thorpe St Andrew School	5,000	
	Clare School	2,000	
	Smallpiece Trust	2,000	
	The Arkwright Scholarship Trust Acle Specialist Science High School	2,000	
	Dussindale Primary School	250	
	Norfolk Initiative Steiner School	250 250	
	Norfolk Way	250 250	
	Royal Norfolk Agricultural Association (Spring Fling)	250 250	
	Swaffham Hammonds High School	250 250	
	Walsingham Community Primary School	250 250	
	West Earlham Infant School	250 250	
	City College Norwich	250 150	
	School Prizes at £25 each	125	
	Norfolk CC - Refugee Project	100	
	Magdalen Gates Primary School	50	
	Magualett Gates Filliary School		
			43,425
	Arts		
	Norfolk & Norwich Festival	3,000	
	Theatre Royal Norwich	3,000	
	Britten Sinfonia	2,500	
	East Anglian Art Fund	2,000	
	The Garage Trust	2,500	
	St Etheldreda Art Studio	1,500	
	Britten 100 in Norfolk & Suffolk Ltd	500	
	Chamber Orchestra Anglia	500	
	Pulham Orchestra	500	
	Stalham Brass Band	500	
	Theatre Royal Norwich (Britten 100)	500	
	Anteros Arts Foundation	250	
	Cromer & Sheringham Arts & Library Festival	250	
	East Anglian Brass Band Association	250	
	Norfolk Concerts	250	
	Norwich Baroque	250	
	Wymondham Music Festival	250	
	Morley Consort of Voices	200	
	Helena Jacklin (French Horn Case)	100	
			18,800

Notes to the financial statements

Social & Welfare	15 Grants (continued)	2012	
Hamilet Centre		ž ž	
YMCA Norfolk 7,500 Community Action Norwich 2,000 Emmaus 2,000 Norfolk & Norwich Association for the Blind 2,000 Rotary House for the Deaf 2,000 Families House 1,500 Big C 1,000 Childhood First 1,000 Childhood First 1,000 CliC Sargent 1,000 CliC Sargent 1,000 CliC Sargent 1,000 CliC Sargent 1,000 Hebron Trust 1,000 Leeway Norwich Women's Aid 1,000 MANSA 1,000 Norfolk Deaf Association 1,000 Olympic Torch Relay 1,000 Princes Trust 1,000 SNCLS 1,000 SNCLS 1,000 Share Lakenham Trust 1,000 SNCLS 1,000 SNCLS 1,000 St Edmunds Society 1,000 NFB Project 895 Alpington & Velverton Village Hall 500 <t< td=""><td></td><td></td></t<>			
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Costessy Baptist Church 250 Dream Holidays 250			
Dream Holidays 250			
Hickling Playing Field 250			
Nancy Oldfield Trust 250			
Papworth Trust 250	Papworth Trust	250	

Notes to the financial statements

15. Grants (continued)	2012	
	£	
Opening Doors	250	
Sewell Toy Library	250	
Neesa Project	200	
Norfolk East Gymnastics	200	
Ormesby Gymnastics Club	200	
Buckingham Emergency Food Appeal BEFA	150	
N&N Novi Sad Association	150	
Norwich Society	150	
Chermond Trust	100	
Garveston Parish Council	100	
Geographical Association	100	
Norfolk Titanic Association	100	
		54,4
Health & Medical		
Norfolk Heart Trust	1,000	
Parkinson's UK	1,000	
Cancer Research UK	750	
Fight for Sight	750	
Marie Curie Cancer Care	750	
Asthma Relief	500	
Meningitis Trust	500	
Lymphoma Association	300	
		
		5,5
Environment		
Woodland Trust	2,000	
BTCV	500	
Plantlife	500	
Norfolk Wildlife Trust	350	
Little Ouse Headwaters Project	250	
North Walsham & Dilham Canal Trust	250	
RSPB	200	

Notes to the financial statements

15. Grants (continued)	201:	2012	
	3	£	
Churches & Historic Buildings			
St Michael's, Great Cressingham	1,000		
Great Melton PCC	750		
Norfolk Churches Trust	750		
Saints Gervase & Protase, The Plumsteads	750		
Thorpe St Andrew PCC	750		
All Saints, Besthorpe	500		
Attleborough Baptist Church	500		
Norwich Cathedral Flower Festival 2012	500		
Overstrand Methodist Church	500		
St Mary's, Yelverton	500		
Woodbastwick PCC	500		
Friends of Norwich Historic Churches Trust			
		7,020	
Developing Countries			
Mercy Ships	1,000		
Sarah Deacon (Sarah Pradit Thai School)	1,000		
Self Help Africa	1,000		
Sightsavers	1,000		
Wateraid	1,000		
Hope & Homes for Children Mission Aviation Followship	750 750		
Mission Aviation Fellowship Send a Cow	750 750		
Feed the Minds	500		
Alice Whitehead (Projects Abroad)	150		
Christina Harris (Trek in aid of UNICEF)	150		
Offisilia Harris (Hek III aid of ONIOEL)	<u> 150</u>		
		8,050	
Jarrold Staff Charity Challenge HCPT	1 000		
The Hamlet Centre	1,000		
	1,000		
Magic Moments Charity Explorer Scouts	600 500		
NNSLSC	500 500		
Bank deposit not cleared at the year end	500 50		
bank deposit not deared at the year end		3,650	
Less grant written back from previous year			
Less grant written back nom previous year		(150)	
		144,881	